

September 24, 2002

Meeting called to order by chair, Heather Kiedrowski. Attended by Jere-Ann Nelson, Administration; Kelly Da Silva, Administration; Lesa Evers, Agriculture; Karyl Tobel, Commerce; Chris Imhoff, Commerce; Vicki Schiller-Long, Corrections; Robin Shropshire, DEQ; Heidi Lindgren, DEQ; Sara McLaughlin, FWP; Heather Kiedrowski, Governor's Office; Molly Holz, Historical Society; Trudy Phippen, Labor & Industry; Michelle Peterson, Livestock; Linda Huseby, Livestock; Marsha Davis, OPI; Nancy Hughes, DNRC; Christina Hine-Reber, DPHHS; Kimberly Evermann, DPHHS; Barb Smith, DPHHS; Beth Campbell, Revenue; Pam Spore, Revenue; Myrna O'Dell, State Auditor; Lynn Mogstad, State Fund; Prudy Hulman, Transportation; Rebecca Johnson, Transportation.

Welcome to new members.

Mission Statement

Create positive change for all state employees by promoting the full participation of women in state government.

History review: ICCW has been in existence since its creation by executive order in 1977. Although ICCW projects have varied over the years, its purpose is to make state government a place for women to succeed.

Update on Kids in Motion daycare:

As of September 24th, there is a proposal to place the ARC program in the Ray Bjork School, which is the leased building that houses the state daycare. There will be a meeting on the evening of September 24th to discuss this possibility. Also some state agencies have not yet paid their daycare contribution. Revenue has not yet committed and will make a decision in a month. DNRC is also not committing.

August 20, 2002, minutes approved, with amendments to account balances.

Treasurer report –Lesla Evers

As of 8/31/02, ending draft balance \$269.17 and ending savings account \$2,210.75.

Introduction of members

Responsibilities of ICCW members

1. ICCW members are officially allowed 4 hours of work time per month to participate in the group. The monthly meeting is 2 hours, members attend their subcommittee meeting 1 hour a month, and they are allotted 1 hour for subcommittee work.
2. You should communicate with your workplace about ICCW.

3. The purpose of subcommittees is to work toward a specific goal. Subcommittees meet once a month. The subcommittee leader attends the leadership meeting held the first Tuesday of the month.
4. Networking is an important component of ICCW.
5. The ability to vote is the only difference between alternates and voting members. We would like alternates to take an active role in ICCW.

Subcommittees

Heather introduced four proposed subcommittees, and the group then brainstormed ideas for another subcommittee. Discussion resulted in the formation of a daycare subcommittee and the sublimation of the proposed Recognition subcommittee into Public Relations.

Leadership—This subcommittee is comprised of all officers and subcommittee leaders. They meet monthly to review committees' progress and budget requests and to develop the calendar of ICCW events. The governor appointed Heather Kiedrowski, ICCW chairperson, and the other officers were elected by the membership. This year's vice-chair is Diane West, Labor and Industry; secretary, Molly Holz, Historical Society; treasurer, Lesa Evers, Agriculture; and historian, Pam Spore, Revenue.

Public Relations will work to promote awareness of ICCW throughout state government. The website also needs work. Another component of this group's work might be to recognize managers that promote a work environment favorable to women.

Measures—This group plans to continue its previous year's work by analyzing the survey that assessed women's salaries and responsibilities in state government.

Training—This subcommittee will plan and conduct training sessions that benefit state employees. Part of this group's function will also be to raise money to fund ICCW's activities. Possible ideas for topics include stress management, balancing work and family, networking, women's health, technology, ergonomics, safety and security, building resumes, mentoring, and leadership skills. Perhaps a survey to identify issues might be conducted.

Daycare—The group brainstormed ideas for a fifth subcommittee. The state daycare faces many issues in the coming year. This subcommittee may choose to evaluate the use of the daycare, educate employees about this service, act a liaison between the facility and agencies, etc.

Employee Benefits Advisory Committee—Barb Smith, Dept. of Health and Human Services, is the ICCW representative who sits on the committee that oversees employee health, life, and dental insurance. The state is self insured, thus decisions have to be made about how to pay for the rising cost of health care. The average age of state employees is 48, and the number of retirees will be rising. Changes in benefits offered next year include a higher deductible, elimination of the vision benefit, and the option of insuring

dependent children up to 25 years of age. Life insurance rates will go down. Good news is that drug claims rose by only 12% versus 19% nationally.

Employee Council and Employee Investment Committee—Jean Branscum is ICCW's representative on this committee. She was unable to attend the September ICCW meeting but will review the function of the Employee Investment Committee next month.

Special Projects

In previous years, a subcommittee has organized the Excellence in Leadership Award (ELA), which recognizes outstanding leaders. Since it is such a large undertaking, this year the ELA will be worked on by the entire membership. Work will begin in late January.

The group discussed adopting a Take Our Children to Work project and decided that this was indeed something that members wish to work on. Discussions centered on taking an agency-by-agency approach and organizing a less elaborate event than had been done by ICCW in the past. A meeting a few months before the event will be devoted to planning.

Heather asked people to think about potential speakers and to email her ideas. During the meeting, it was decided to invite the Measures subcommittee to give a presentation about their findings at the next meeting. Also a copy of the succession planning report should be distributed.

The next meeting will be October 15.

Adjourn